# Exhibit C
# Termination Certification

This is to certify that I do not have in my possession, nor have I failed to return, any Confidential Information (as defined in my confidentiality or non-disclosure agreement with the Company (the "Agreement") or copies of such information in electronic or any other form, or any other non-confidential documents, materials, equipment or other property belonging to the Company. Upon request, I will make any personal devices used for company correspondence available for inspection to ensure that no company confidential information is retained on such devices.

I further certify that I have complied with and will continue to comply with all of the terms of the Agreement, including the reporting and provision of any information or documentation regarding any Inventions (as defined in the Agreement) conceived or made by me that are covered by the Agreement.

I further agree that, in compliance with the Agreement, I will preserve as confidential and not use any Confidential Information (as defined in the Agreement), Inventions or other information that has or could have commercial value or other utility in the business in which the Company is engaged or in which it contemplates engaging. I will not participate in the unauthorized disclosure or use of information that could be detrimental to the interests of the Company, whether or not such information is identified as Confidential Information by the Company.

Upon termination of my employment with the Company, I will be employed by _____ in _____ Division and, to the extent that I know, I will have the following title or job duties: _____.

Paul Jericho V. del Rosario | 203062

**Employee Name | EMP ID**

Dated: _____

| | | |
|---|---|---|
| To | : | Paul Jericho Vente Del Rosario |
| From | : | Chris Katherine Tecson |
| Date | : | January 19, 2024 |
| Subject | : | NOTICE OF ACCEPTANCE OF THE RESIGNATION |

This is to formally accept the resignation that you tendered last January 16, 2024 Your said resignation shall be subject to the thirty (30)-day notice period, as stated in your Employment Contract, and will take effect on February 16, 2024 at the closing of business hours.

Please be reminded of the following:

- During your thirty (30)-day notice period, you are still an employee of ExlService Philippines, Inc. You should therefore continue to comply with and adhere to all company policies, rules, guidelines and procedures. After the effectivity of your separation, you shall continue to be bound by and should strictly comply with your obligations of Confidentiality, Non-Disclosure and Non-Compete, as provided in your Employment Contract.
- You have to go through the exit and separation process where you are required to return all company-owned assets and/or accountabilities accordingly. Should you fail to execute the exit and separation process with Human Resources, the company shall deduct all outstanding liabilities from your final pay.
- Complete the exit process by accomplishing all necessary documents (exit Feedback form, Clearance Form etc.) and providing honest answers and suggestions during the Exit Interview.
- No deduction from your Final Pay will be allowed and made in order to pay any amount due to another employee/s. Any agreement you may have with other employees shall not be binding to the company.
- Clearance and separation documentation should be processed within seven (7) working days from the effective date of resignation. Preparation and computation of your Final Pay shall commence upon completion of your separation ticket from ALL departments in EMS (Exit Management System).
- Ensure proper turnover, closure and endorsement of all documents, files and pending deliverables are undertaken.
- You should process and claim your final pay within four (4) years from the effective date of your separation from the Company. Failure to do so would be tantamount to a waiver of your right to claim and process your final pay.

I have forwarded a notice to all pertinent functional units or departments who would do the needful and clear your dues on your last working day. As a matter of process, please be informed that your salary for the February 15, 2024 payout shall be placed on hold pending the processing of your clearance and accountabilities Should there be anything else that we can assist you, please reach out to the *HR Business Partner*.

Upon claiming your last pay check, please present a valid ID and a Community Tax Certificate (CTC). In the event that you will not be able to personally claim your last pay check, we shall require a Special Power of Attorney and the ID of your authorized representative, together with your valid ID and CTC.

On behalf of ExlService Philippines, Inc., we thank you for your service and we wish you the best in your future endeavors.

Very yours truly,

Received by:

Paul Jericho V. Del Rosario

Employee's Signature over Printed Name/Date